

Brian Tungate

From: Brian Tungate
Sent: Monday, February 16, 2009 10:24 AM
To: Kristi Heim
Subject: Memo to Park Board

Please draft a memo (use some the language below) to remind them (Jeff B. called me) to contact me before the meeting about their public comments.

I have been asked by the City Attorney to remind all Park Board members to contact our office prior to the meeting with topics that routinely have been saved for the Public Comment section of the agenda. Thursday Noon has been our deadline to receive items. Members can call or email items to Kristi and/or myself prior to that deadline. Thanks